

Minutes of the Housing Authority of the County of Dodge

The Dodge County Housing Authority met Wednesday, December 23, 2020 in the Community room of the Juneau Senior Apartments located at 491 E Center Street Juneau, WI.

The meeting was called to order at 8:30 am by Glenn Stousland, Chairman.

Roll Call: Glenn Stousland, Mary Reak

Appeared by phone: Donna Maly, Shirley Kitchen, Eugene Wurtz

Absent: None

Also Present: Donna Braun, Executive Director

Pledge of Allegiance

Verification of proper meeting posting

Motion was made by Shirley Kitchen to approve the agenda. The motion was seconded by Donna Maly. Motion carried.

Motion was made by Mary Reak to dispense the reading of the November 25, 2020 regular meeting minutes and approve them as presented. The motion was seconded by Shirley Kitchen. Motion carried.

Public Forum- None

Communications- None

The Financial reports were reviewed. A motion was made by Donna Maly to approve the financial reports as presented. The motion was seconded by Mary Reak. Motion carried.

Bills for Dodge 1, 6, OGLLC, HA and HUD were presented. Motion was made Mary Reak to approve the bills and pay as due. The motion was seconded by Shirley Kitchen. Motion carried. Board reviewed check numbers 7298, 3375.

Unfinished Business:

Dodge 1, 6 and OGLLC Occupancy Report for period December 2020.

Theresa	12-11	Burnett	12-11	Iron Ridge	8-7	Waupun	48-44
Ashippun	12-12	Lowell	12-12	Juneau	15-15	Oak Gove	24-23
Reeseville	14-13	Hustisford	14-14	Beaver Dam	17-16		

Progress report on Housing Choice Voucher Section 8 Program December 2020: 110 + 3 port out.

Occupancy report- Reviewed details of occupancy report.

Maintenance report- Limited Maintenance continues. Iron Ridge apartment remodel is complete. Waupun apartment remodel is underway. HVAC repair. Reviewed snow removal policy.

Tenant/Program participation report- Reviewed details of Tenant/Program Participation Report. Gave each tenant a small gift bag for the holidays. Distributed gift cards from VFW instead of food boxes to Veteran tenants. Horicon School district provided us food boxes from the Truck to Trunk program.

Management- Did a purge of the oldest applications on the Beaver Dam building waiting list. Donna reported on the status of projects and other matters. Preparing for year end processing for Phase 1 and Phase 2. Budgets for other projects.

OGLLC Phase 2 Update: 3 buildings were turned over on 11/13, 4 more buildings on 11/30, 3 remaining on 12/29. Nine units are leased for move in by December 1st. Five units are leased for move in by January 1st. Processing for leasing of remaining units.

Some files have been sent to investor for review. Fence agreement was signed and fence has been installed and paid for. Donna gave tour to Horicon Fire Dept and EMS, school administrators and homeless shelter staff. Project will be featured in WHEDA annual report, submitted press release to Daily Citizen and Pionier. Solar went live 12/18. Final construction amounts will be available soon with project completion soon.

Old Business: None

New Business:

- A. A motion was made by Shirley Kitchen to approve the Senior Dining Contract for the Reeseville building. The motion was seconded by Mary Reak. Motion carried.
- B. A motion was made by Shirley Kitchen to approve the vacation carryover policy adjustment due to Covid/Phase 2 project as presented. The motion was seconded by Donna Maly. Motion carried.
- C. A motion was made by Donna Maly to table the Dodge 1 April 2021/Mar 2022 Budget item. The motion was seconded by Shirley Kitchen. Motion carried.

Announcements: None

A motion was made by Mary Reak to adjourn. The motion was seconded by Donna Maly. Motion carried.

Meeting adjourned at 9:27 a.m.

Glenn Stousland, Chairperson

Donna Braun, Executive Director

DODGE COUNTY HOUSING AUTHORITY

491 East Center Street, Juneau, WI 53039

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OCCUPANCY REPORT---Rural Development

December 1, 2020

Move-Outs/Move Ins

January 1, 2021

Dodge 1

Theresa 12-11

Ashippun 12-12

Reeseville 14-13

Burnett 12-11

Hustisford 14-14

Lowell 12-12

Iron Ridge 8-7

1 M/I

Juneau 15-15

Beaver Dam 17-16

Total Vacancies 116 -111

Percent Vacancy 4.3%

Theresa 12-11

Ashippun 12-12

Reeseville 14-13

Burnett 12-11

Hustisford 14-14

Lowell 12-12

Iron Ridge 8-8

Juneau 15-15

Beaver Dam 17-16

Total Vacancies 116 - 115

Percent Vacancy 3.4% YTD 4.48%

Dodge 6

Waupun 48- 44

Total Vacancies 48-4

Percent Vacancy 8.3%

1 M/I

Waupun 48-45

Total Vacancies 48 - 3

Percent Vacancy 6.3% YTD 5.97%

OGLLC Phase 1

Oak Grove 24 -23

Percent Vacancy 4.2%

All Units 188 /178 4.4%

1 M/I, 2 M/O

Oak Grove 24-22

Percent Vacancy 8.3% YTD 8.33%

All Units 188/178 4.4%

HUD HOUSING CHOICE VOUCHER PROGRAM

December 1, 2020

Total program participants paid by Dodge County 110 + 3 port out + 9 PBV= 122 total

January 1, 2021

Less 0 household removed

Less 1 households voluntarily off

Less 0 port out absorbed

Less 0 port out billing

Less 0 voucher searching

Added 0 Port In absorbed

Added 0 New

Added 0 voucher searching back on program

Program Participants in Dodge County 109

Paying for port out 3

PBV 14

Total program participants we are paying for 126

Current program participants searching 0

Current Vouchers Issued 5

HVC Waiting List 677 applications – 442 local preference

PBV Waiting List 55 applications – 34 local preference

Prepared – January 22, 2021